

Agricultural Research Service
Agreements Information Management System
Statement of Work

Agreement Number: 58-19XX-X-XXX
Cooperator:

Amendment No.: 00

Control No.:

OBJECTIVE

Populates from AD 416/417

APPROACH

Populates from AD 416/417

STATEMENT OF MUTUAL INTEREST

Both parties are actively engaged in independent research projects which (relate to the project title). The parties agree that meeting the objectives of this project will strengthen and enhance ongoing research within the scope of this Agreement. (Must identify independent and mutual interest in the project here.)

THE COOPERATOR AGREES TO:

1. Work closely with ARS in planning and conducting the research outlined below.
2. Conduct at Cooperator facilities and elsewhere as appropriate, research directed toward (define what the project is). Activities include:
 - a.
 - b. (Outline specific duties and responsibilities necessary for successful
 - c. completion of the project objective(s).)
 - d.
 - etc.

ARS AGREES TO:

1. Work closely with the Cooperator in planning and conducting the research outlined above.
2. Conduct research on the following aspects of the project:
 - a.
 - b. (Outline specific duties and responsibilities necessary for successful
 - c. completion of the project objective(s).)
 - d.
 - etc.

MUTUAL AGREEMENTS:

AIMS will automatically populate the following paragraphs in the Mutual Agreements (MA) section of the SOW.

1. The agreement budget, Form REE-454, is hereby incorporated into the agreement. The awarding agency will reimburse the Cooperator for the costs as budgeted, in the amount of \$_____ and will contribute in-house resources in the amount of \$_____. As evidence of the Cooperator's contribution to this project, the Cooperator will provide in-house resources in the amount of \$_____.
2. Payments to the Cooperator will be made through: HHS/Payment Management System.
OR

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2. Payments to the Cooperator will be made by: Electronic Funds Transfer (EFT).
3. See General Provisions for Non-Assistance Cooperative Agreements on the website:
<http://www.afm.ars.usda.gov/agreements/partnership.htm>
4. Correspondence and documentation submitted by the Cooperator to the ADODR in reference to this agreement should cite Agreement No. *(will automatically populate no.)*
5. Copies of all correspondence should be forwarded to the ADO at:
USDA, ARS, NAA
EXTRAMURAL AGREEMENTS OFFICE
600 EAST MERMAID LANE
WYNDMOOR PA 19038

Any additional terms and conditions entered in the MA section by the ADO will follow these paragraphs above. #6 and #7 are NAA requirements.

6. Performance reports are required to be submitted to the ADODR annually by JUNE 30th. Reports must be less than 5 pages, and are to be written single-spaced addressing the following items:
 - a. Summarize the problem or issue being resolved and explain how you are resolving it.
 - b. What was your most significant accomplishment this past year? Describe any other significant accomplishment(s).
 - c. Describe your major accomplishments over the life of the project, including their predicted or actual impact.
 - d. What do you expect to accomplish during the next year?
 - e. What technologies have been transferred and to whom? When is the technology likely to become available to the end user (industry, farmer, other scientists)?
 - f. List all publications produced 1 October through 30 September of the federal fiscal year during which this work was conducted.

A final performance report is to be submitted to the ADODR within 90 days of completion, expiration, or termination of this Agreement.

7. Publications and/or other disclosure of the results of this Agreement shall be delayed as necessary to preserve both United States of America and foreign patent rights in a Subject Invention.
 - (a) Such a delay will only be granted if requested in writing; and
 - (b) The requesting party demonstrates promptness and diligence in seeking patent protection on the Subject Invention.
8. (List any unique requirements here.)